



**South Central Regional Trauma Council
Executive Committee Meeting
Via Christi Regional Medical Center
Room 2039
October 28, 2004
Minutes**

Present: Tim Pitts, Terry David, Kris Hill, Sue Ebertowski, Rosanne Rutkowski, Carolyn Jenlink, Shelia Rupp, Kendra Tinsley

Call to Order

Dr. Diane Hunt
Chairperson

Dr. Scott Clarke, Vice-Chairperson, called the meeting to order in the absence of the Chairperson.

Approval of the minutes from the 02 September 2004 meeting

MOTION: Tim Pitts moved approval of the minutes as published with Terry David seconding the motion. The motion was approved by unanimous voice vote.

Reports from Sub-Committees

Budget Update

Debbie Glenn
Treasurer

The budget update was provided.

Staff Education

Diana Lippoldt,
Chairperson

- **Regional Trauma Plan Meetings Development**

An update was not provided in the absence of the Chairperson.

Injury Prevention

Carolyn Jenlink & Janet Cusick-Jost, Co-Chairs

Janet Cusick-Jost provided the update. The teaching materials for the "Remembering When" elderly falls and burns program have been purchased. A pilot class has been scheduled in January in El Dorado. Great Bend has expressed interest in the course.

Courses for pre-hospital and hospital personnel in preparing for burn disasters will be scheduled soon. A course will be taught in every region of the State and will be free to healthcare professionals. The course will provide 8 CME and 9.7 nurse and EMS CE.

By-Laws

Terry David
Chairperson

- **Associate Membership**

The Chairperson provided the update. The committee discussed the Associate Membership issue. A conflict of interest statement was developed by the NCKRTC and the committee questioned whether the statement would suffice without changing the current

membership language in the bylaws. The conflict of interest statement, however, would not address voting at general membership meetings. Section I of the bylaws refers to legislative language and a vote for Associate Members was not included in the language.

The committee reviewed options for amending Associate Memberships. The committee expressed concern about loss of participation if Associate Memberships are discontinued. Terry will re-write the language and forward to the committee by email. The committee discussed suspending Associate Memberships until the issue is resolved.

MOTION: Sue Ebertowski moved to suspend Associate Membership approvals until the bylaws issue has been resolved with Terry David seconding the motion. The motion was approved by unanimous voice vote.

- **EMD Project Update**

The Chairperson provided the update. The Southern trauma regions are partnering and pooling their funding for a combined total of \$51,000. A committee has been established comprised of representatives from the regions. The regions plan to train one Medical Priorities instructor and several dispatchers. A final planning meeting will be scheduled in the near future. The EMD budget allows for \$500 planning meeting expenses. Lunch will be provided at the meeting.

Old Business

- **Gold Books Update**

The books were ordered and have been delivered to KFMC. The committee agreed to distribute at regional planning meetings with the SC labels on them.

- **Regional Trauma Plan development**

The NE regional trauma planning process was discussed and the concept of using the NE draft plan as a model for all regions was reviewed. The committee agreed to move forward on planning once the NE draft model plan is completed and available. The ACT process for regional trauma plan approval was provided to the committee. The trauma plan implementation schedule adopted by the ACT was provided.

The ACT strategic planning meeting scheduled in November was announced. Categorization of Level III and IV hospitals will be discussed at the ACT meeting. The committee discussed Level III facilities be verified by the American College of Surgeons (ACS) and Level IV be comparable to the ACS guidelines but reviewed by an entity within the state. The committee discussed facilities exist within Kansas that would not meet Level IV criteria. Triage and bypass issues were discussed. The NEKRTC field triage decision scheme was mentioned. The committee requested the document.

KFMC has completed development of the Trauma Capabilities Assessment database and the data has been entered. An aggregate report from the data may be available for the next meeting.

- **EM System Update**

EMSystem™ is scheduled to “go live” in November. Training in the system has been scheduled throughout the State.

New Business

- **NEKRTC Mock Plan Review**

See above under regional trauma plan. The committee requested that a SCKTR draft plan be completed by the end of January.

Announcements

The Kansas Regional Trauma Council meeting has been scheduled on October 29, 2004 in Wichita at Wesley Medical Center from 8:00 to 4:00. The meeting will be located in Intrust Rooms A & B.

Tim Pitts asked members to email issues for the ACT meeting as needed.

The next executive committee meeting has been scheduled in Hutchinson on February 17, 2005 from 12:00 to 1:30.

Adjournment

The meeting was adjourned.